

MONITORING INSTRUMENT ITEM REPORT

2014–15 Program Instruments

Education Equity 2014-15

II. GOVERNANCE AND ADMINISTRATION

II-EE 01: Administrative Requirements

Updated 02/28/2014 by Administrator Administrator

SEA Status In Progress

Comments by SEA

Compliance Indicators II-EE 1. 1.0 The local educational agency (LEA) adopted a policy that prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. The policy shall include the following: a) A statement that it applies to all acts related to school activity or school attendance within a school under the jurisdiction of the superintendent of the school district. b) Requirement that school personnel take immediate steps to intervene when safe to do so when he or she witnesses an act of discrimination, harassment, intimidation, or bullying.
(Ed. Code (EC) §§ 200, 220, 221.5, 234.1, and 260; Gov. Code (GC) § 11135; Pen. Code (PC) § 422.55; Cal. Code of Regs., Title 5 (5 CCR) §§ 4900, 4902, and 4960)

1.1 The LEA adopted and implemented a complaint process to receive, investigate, and resolve allegations of discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, age, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics, and shall include, but not limited, to the following:

a. A timeline for the investigation and resolution of complaints of discrimination, harassment, intimidation, or bullying that all schools under the jurisdiction of the district will follow.

b. Provide an appeal process to the complainant should he or she disagree with the resolution of the complaint.

c. All forms created relative to this process shall be translated pursuant to EC § 48985.
(EC §§ 221.5, 234.1(b), and 260; 5 CCR §§ 4621 and 4960(a))

1.2 Publicized policies that prohibit discrimination, harassment, intimidation, and bullying, including information about how to file a complaint, to students, parents, employees, agents of the governing board, and the general public. This information is to be translated according to EC § 48985.
(EC §§ 234.1(c), 35291, 48980(a) and (g); 5 CCR §§ 4622 and 4960(b))

1.3 Investigated all allegations of discrimination and implemented effective corrective actions whenever necessary and appropriate; maintained documentation of complaints and their resolution for a minimum of one review cycle; and ensured that complainants are protected from retaliation and the identity of a complainant remains confidential.
(EC §§ 234.1(b) and (e)-(f), 260; 5 CCR §§ 4621 and 4962)

1.4 Posted policies prohibiting discrimination, harassment, intimidation, and bullying in all schools and offices, which include staff lounges and student government meeting rooms.
(EC § 234.1(d))

1.5 Identified the person in the LEA responsible for implementation of the policy prohibiting discrimination, harassment, intimidation, and bullying; and the person responsible for investigating complaints, as well as ensuring compliance with the following: Cal. Code of Regs., Title 5, sections 4600 et seq. and 4900 et seq.; and Ed. Code sections 200-283.
(EC § 234.1(g); 5 CCR §§ 4621(b) and 4961)

Associated Documents

Required and Suggested Documents A random selection of complaints received during the past 12 months will be reviewed during an on-site review [r]
Confirmation statement signed by the district superintendent certifying that all schools have posted the necessary

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nondiscrimination policies in schools and offices, including staff lounges and student government meeting rooms [r]
Copy of LEA Web page with nondiscrimination policy [s]
Educational program and activity brochures [s]
Job announcements published in a newspaper [r]
LEA or school catalogs [s]
Memorandums related to nondiscrimination policy [s]
Parent handbook(s) [r]
Policy prohibiting discrimination, harassment, intimidation, and bullying, including the date of approval by the LEA governing board [r]
Policy regarding complaint process, including the date of approval by the LEA governing board [r]
Posters regarding educational programs [s]
Sample employee job application with nondiscrimination policy [r]
Sample employee recruitment materials [r]
Sample job announcements [r]
Student handbook(s) [r]

Legal References

II. GOVERNANCE AND ADMINISTRATION

II-EE 02: Governance Counseling Staff

Updated 02/28/2014 by Administrator Administrator

SEA Status In Progress

Comments by SEA

Compliance Indicators II-EE 2. All employees and materials do not discriminate against any student based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics.
(EC §§ 200, 220, 221.5, and 260; GC § 11135; PC § 422.55; 5 CCR §§ 4900, 4902, and 4960)

2.1 The LEA develops and uses an internal procedure to ensure that different counseling materials for students are not used on the basis of sex or the use of materials does not permit or require different treatment of students based on sex.
(34 CFR § 106.36(b))

2.2 The LEA takes action to ensure that any disproportionate number of students of one sex enrolled in a particular class is not the result of counseling or appraisal materials.
(34 CFR § 106.36(c))

Associated Documents

Required and Suggested Documents A random selection of complaints received during the past 12 months will be reviewed during an on-site review [r]
Brochures describing programs, courses, and activities [s]
Copy of LEA Web page with nondiscrimination policy [s]
Counseling materials related to educational programs [s]
Course announcements [r]
Educational program promotional materials [s]
Educational program recruitment materials [s]
LEA or school policy related to nondiscrimination for counseling staff and counseling materials [s]
Parent handbook(s) [r]
Process by which school identifies and resolves disproportionate numbers of students of one sex in a particular course [r]
School newsletter related to counseling resources [s]
Student handbook(s) [r]

Legal References

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II-EE 03: Governance Rule

Updated 02/28/2014 by Administrator Administrator

SEA Status In Progress

Comments by SEA

Compliance Indicators II-EE 3. The LEA applies no rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex.
(5 CCR § 4950; 34 CFR § 106.40(a))

3.1 The LEA does not exclude or deny any student from any educational program or activity solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom.
(5 CCR § 4950(a); 34 CFR § 106.40(b)(1))

3.2 Pregnant students and parenting male or female students are not excluded from participation in their regular school programs or required to participate in pregnant-student programs or alternative educational programs.
(5 CCR § 4950(c); 34 CFR § 106.40(b)(1))

3.3 Pregnant/parenting students who voluntarily participate in alternative programs are given educational programs, activities, and courses equal to the regular program.
(5 CCR § 4950(c); 34 CFR § 106.40(b)(3))

3.4 The LEA treats pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom in the same manner and under the same policies as any other temporary disability.
(5 CCR § 4950(d); 34 CFR § 106.40(b)(4))

Associated Documents

Required and Suggested Documents Alternative education opportunity policies and programs for pregnant/parenting students [r]
Brochures/materials on programs, activities, and student clubs [s]
Copy of LEA Web page with nondiscrimination policy [s]
Counseling opportunities for pregnant/parenting students [r]
LEA or school policy related to student's actual or potential parental, family, or marital status and prohibits the treatment of students differently on the basis of sex [r]
Parent handbook(s) [r]
Program schedules for three pregnant and/or parenting students and schedules for three students in regular programs in the same grade level (redact student names) [r]
Student handbook(s) [r]

Legal References

II. GOVERNANCE AND ADMINISTRATION

II-EE 04: Sex Equity

Updated 02/28/2014 by Administrator Administrator

SEA Status In Progress

Comments by SEA

Compliance Indicators II-EE 4. Governing board policy prohibits sexual harassment as a form of sexual discrimination and provides notification of available remedies.
(EC § 231.5(a)-(c))

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4.1 The LEA notifies students, parents, employees, and others that it does not discriminate on the basis of sex.
(34 CFR § 106.9(a))

4.2 The LEA policy on sexual harassment is prominently displayed.
(EC § 231.5(d))

4.3 LEA nondiscrimination announcements include the name, office address, and office telephone number of the officer responsible for equity and compliance with Title IX.
(5 CCR § 4961; 34 CFR §§ 106.8(a)-(b) and 106.9)

4.4 The LEA maintains records of complaints of sexual harassment brought by pupils and employees of the school district.
(EC § 253(a); 5 CCR §§ 4960(b) and 4961)

Associated Documents

Required and Suggested Documents

A random selection of complaints received during the past 12 months will be reviewed during an on-site review [r]
Copy of LEA Web page with nondiscrimination policy [s]
Parent handbook(s) [r]
Policy prohibiting sexual harassment, including the date of approval by the LEA governing board [r]
Policy regarding sexual harassment complaint process, including the date of approval by the LEA governing board [r]
Sample employee job application with sexual harassment policy [r]
Student handbook(s) [r]

Legal References

III. FUNDING

III-EE 05: Funding

Updated 02/28/2014 by Administrator Administrator

SEA Status

In Progress

Comments by SEA

Compliance Indicators

III-EE 5. Athletic programs supported by public funds provide equal opportunity for participation by all students and ensure equitable use of such funds.
(5 CCR §§ 4900(b), 4920, and 4922)

5.1 If the LEA reduces its athletic budget, it does so consistent with state and federal gender equity laws.
(EC § 230(e); 5 CCR § 4922(b); 34 CFR § 106.41(c))

Associated Documents

Required and Suggested Documents

Athletic program brochures [s]
Athletics course handbook(s) [r]
Athletics master schedule [r]
Athletics rosters (redact student names) [r]
Copy of LEA Web page regarding athletic programs [s]
Fiscal records/line item expenditures for athletic program equipment, facilities, coaches, and instructors [r]
LEA or school policy related to athletics [r]
Posters/bulletins advertising LEA athletic programs [s]
Promotional materials for athletic programs [s]
Student handbook(s) [r]

Legal References

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VI. OPPORTUNITY AND EQUAL EDUCATIONAL ACCESS

VII-EE 06: Opportunity and Equal Educational Access

Updated 02/28/2014 by Administrator Administrator

SEA Status In Progress

Comments by SEA

Compliance Indicators

VI-EE 6. LEA programs, activities, and student clubs are available to all persons without regard to actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race, ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics.
(EC §§ 200, 220, and 260; 5 CCR §§ 4925-4926)

6.1 The LEA monitors compliance with any and all applicable nondiscrimination rules and regulations.
(EC § 260)

6.2 All student clubs have equal access to facilities and a fair opportunity to meet.
(5 CCR § 4927)

6.3 No course or activity is labeled or scheduled which results in the separation of students on the basis of sex, sexual orientation, gender identity, race, ancestry, national origin, religion, color, and mental or physical disability.
(5 CCR § 4940(d))

6.4 Sex-segregated programs, activities, and facilities, including the participation on all sex-segregated athletic teams and in all sex-segregated competitions, shall be available to all pupils on the basis of their individual gender identity, irrespective of the gender listed on a pupil's records.
(EC § 221.5(f))

6.5 The LEA recognizes and eliminates unlawful discrimination.
(5 CCR § 4900)

6.6 The LEA investigates complaints of unlawful discrimination.
(5 CCR § 4960(a))

Associated Documents

Required and Suggested Documents

Brochures/materials on programs, activities, and student clubs [s]
LEA or school policy for adding new classes of instruction [r]
LEA or school policy related to programs, activities, and student clubs [s]
Participation records for programs, activities, and student clubs (redact student names) [r]
Posters/bulletins advertising clubs, programs, and activities [s]
Recruitment materials used to interest/inform students about opportunities for participation in programs, activities, and clubs [s]
School newsletter/newspaper related to programs, activities, and student clubs [s]
Selection criteria for LEA programs, activities, and student clubs [r]
Student handbook(s) [r]
Survey of interest sent to students regarding programs, activities, and student clubs [s]

Legal References

VII. TEACHING AND LEARNING

VII-EE 07: Teaching and Learning

Updated 02/28/2014 by Administrator Administrator

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SEA Status	In Progress
Comments by SEA	
Compliance Indicators	<p>VII-EE 7. The LEA accommodates the interests and abilities in athletics of both sexes by any one of the following means:</p> <p>(a) Opportunities for interscholastic-level participation for male and female students are substantially proportionate to their respective enrollments. (EC § 230(d)(1))</p> <p>(b) The history of the program and continuing practice of expansion are responsive to the developing interest and abilities of members of the sex that has been and is underrepresented among interscholastic athletes. (EC § 230(d)(2))</p> <p>(c) Interests and abilities of the underrepresented sex have been fully and effectively accommodated by the present program. (EC § 230(d)(3))</p> <p>7.1 Facilities and equipment provided for students are comparable and equitable to both sexes without disparity or imbalance. (5 CCR §§ 4922(a)(7)-(9); 34 CFR § 106.33)</p>
Associated Documents	
Required and Suggested Documents	<p>Athletics course handbook(s) [r] Athletics master schedule [r] Athletics newsletter/school newspaper [s] Athletics recruitment and selection criteria [r] Athletics rosters (redact student names) [r] Copy of LEA Web page regarding athletic programs [s] LEA or school policy related to athletics [r] Scaled maps of district school sites having active athletics/sports programs that indicate boys' and girls' locker room locations with the following information included for each locker room: locker count(s); shower count(s); toilet and/or urinal count(s)</p>
Legal References	